



Committee called to order by Heather Leavell, Co-Chairman, on February 14, 2012 at 7:15 p.m.

Members present: Heather Leavell, Co-Chair, Aimee Taberner, Co-Chair, Sarah Burks, Co-Chair, Roly Chaput, Christine Sharbrough, Arthur Bush, Jacqueline Bates, Terry Shaoul, Recording Secretary. Members Absent: Paul McGaffigan, Treasurer, Dan Johnson, Geraldine Tremblay. Advisors and Guests: James McGough, Trustee Emeritus, Chuck Luca, Lawrence McKinney (Uncle Sam Committee).

Before the meeting started Mr. McKinney made a short presentation to the Board. He is looking for ideas. He is trying to have a signboard made to point out the historical sights in Arlington at the Uncle Sam monument. His request was duly noted.

**Minutes of December 13, 2011** - S. Burks made a motion to approve the minutes of December 13, 2011 as corrected. A. Taberner second. Unanimously approved.

**Minutes of January 10, 2012** - S. Burks made a motion to approve the minutes of January 10, 2012 as corrected. C. Sharbrough second. Unanimously approved.

**Treasurer's Report** - J. McGough advised the Board that P. McGaffigan's computer was not up and running yet but will have a report for next month. J. McGough reported receiving an overdue bill in the amount of \$73 for preservation supplies from University Products. C. Sharbrough will look into this. Bills - S. Burks presented two invoices 1) purchase of donation box in the amount of \$5 and 2) reordered magnets for the Museum store in the amount of \$586.14. 72 magnets of the Menotomy Hunter and The Appeal to the Great Spirit. Total \$591.14. H. Leavell made a motion to recommend that the corporation reimburse S. Burks in the amount of \$591.14. R. Chaput second. Unanimously approved. T. Shaoul submitted a bill from Walmart for purchase of a coffee urn in the amount of \$39.47 and a carafe in the amount of 14.96. Total \$54.43. R. Chaput made a motion to recommend that the corporation reimburse T. Shaoul in the amount of \$54.43. H. Leavell second. Unanimously approved. The Board would like to thank Jacqueline Bates for donating her time and effort in making those wonderful cupcakes.

**Budget** - A. Taberner made motion to table discussion of budget until next meeting. H. Leavell second. Unanimously approved.

**Fundraising** - S. Burks led a discussion on hosting a reception for our large donors. H. Leavell reported she is applying to the Boston Foundation for a grant. S. Burks reported that she and Elisabeth are working on a grant application with the Cambridge Savings Bank. The deadline for this application is the end of March

**Volunteer** - J. McGough distributed the volunteer report to the Trustees. Mr. McGough reported that we had 140 visitors last month. The bad news we have lost all our high school docents and its now Mr. McGough has to fill the empty slots. H. Leavell reported that a new intern, Rachel Weiss will be starting to work on Wednesdays and Fridays. She may be able to help out on those days. There is also a possible summer intern, a law student who would work 5-10 hours a week. J. Bates brought attention to the need to relocate cash box. The Victorian Society will visit the Museum at 11:30 a.m. on March 24th before the Richard Turley event. Discussion was held on the possibilities of creating self-guided tours. C. Sharbrough, J. Bates and H. Leavell are just looking into this. A. Taberner suggested gallery scavenger hunts. R. Chaput suggested Oncell - it uses cell phones to look at art in galleries. Cost \$125 a month plus \$500 set up charge. C. Sharbrough suggested possible pod casts. H. Leavell made a motion to accept the Volunteer Report as presented. C. Sharbrough second. Unanimously approved.

**Logo/Sign** - H. Leavell reported that the Art Institute students sent us fonts and colors to choose from. After discussion, S. Burks made a motion that the Board selected the Paul Revere logo in Verlag font as our new logo. A. Taberner second. Unanimously approved. Color was the next topic. Several colors were selected but need to see what a mark up in these colors would look like. H. Leavell will ask the students and report next month. Question on banner sites. There is a town warrant that cultural sites should be allowed to display banners.

**150th Anniversary** - Tally from the Fairbanks Event in January. Our door donations were \$1013 and merchandise sales was \$198.25. S. Burks stated that with all our expenses we basically broke even. H. Leavell reported that our kids sculpture workshop on February 18 currently has 14 children enrolled 3 from 11:00-1:00 pm and 11 from 2:00-4:00 pm. J. Bates volunteered to do the morning shift. M. DiGioia and H. Leavell will take the afternoon shift. A. Taberner and C. Luca will be in that afternoon. J. McGough will remain upstairs for regular visitors. S. Burks will help wherever she can. C. Luca reported that the submissions for the Middle School Art Contest need to be in by the end of the month. S. Burks suggested we need more posters. March event - J. McGough will talk to ACMI for them to do the taping and lighting. The DVD from the January event will be forthcoming. S. Burks, D. Johnson and H. Leavell created a postcard to send out for this event. A. Taberner said that Suzanne Pekow will help with publicity for us. A. Taberner reported on the Paul Revere Event. Will be held on April 29, 2012 from 11:00 a.m. - 5:00 p.m. It will not be called a rededication, the City will not allow it. They would like some images of Dallin - an exhibit with easels. The title is Celebrating the Prado and Cyrus Dallin's Paul Revere. Rebecca Reynolds will deliver lecture. This is in conjunction with the North End Historical Society. They will take care of producing and printing items. A. Taberner also suggested handouts. David Kubiak contacted the City Councillor's office to try to make a Cyrus Dallin day in Boston.

**Website** - Nothing to report.

**Collections** - Nothing to report.

**Marketing** - Nothing to report.

**New Business** - J. McGough reported of a possible new acquisition Beaufield "Massasoit" awaiting Skinner appraisal. J. McGough also reported that the Crosby School was going to be sold. Mr. McGough contacted the Town to ask that the relief of "The Teacher Mary Scanlan" be removed and brought to the Museum. Mr. McGough also reported that the Hardy After School Program will be visiting the Museum on March 28 or 29th. R. Chaput informed the Board that in the February 3, 2012 Boston Globe, G Section there was an article on Julia Ward Howe. H. Leavell mentioned an artist with sustainable Arlington that has a postcard of the Cutter House and green that we could sell - anything over her cost we would make a profit.

Meeting adjourned at 9:40 p.m  
Terry Shaoul, Recording Secretary